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Proposed strategic framework for the period 2010-2011

Part two: biennial programme plan

Programme 1

General Assembly and Economic and Social Council affairs and conference management

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* A/63/50.



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Overall orientation

1.1 The overall objectives of the programme are (a) to facilitate, through the provision of technical secretariat support and authoritative advice, the orderly and effective conduct of the deliberations and follow-up actions of the General Assembly, its General and First Committees, its Special Political and Decolonization (Fourth) Committee and various subsidiary organs, and its Second and Third Committees, the Economic and Social Council and most of the Council's subsidiary and ad hoc bodies, and the special United Nations conferences and meetings dealing with disarmament, international security and economic, social and related matters; and to assist in the revitalization efforts of the Assembly and other United Nations bodies; (b) to provide substantive and technical secretariat servicing to the Committee on Conferences; (c) to ensure, through integrated global management, the provision of high-quality conference-servicing support to all intergovernmental and expert bodies meeting at Headquarters and at the United Nations Offices at Geneva, Vienna and Nairobi, and other conferences and meetings held under the auspices of the United Nations, taking into account the principle of equal treatment to be given to all established official languages in each organ of the Organization; (d) to provide protocol, liaison and representational functions for the Secretary-General, host Governments and the Member States; and (e) to ensure uninterrupted delivery of services during the implementation of the capital master plan.

1.2 The basic mandates for the programme are contained in the rules of procedure of the principal organs of the United Nations. Additional mandates are contained in resolutions of the General Assembly and the Economic and Social Council, in particular resolutions on the reform and revitalization of the Assembly and on the pattern of conferences. Overall intergovernmental direction concerning the organization and servicing of meetings is provided by the Assembly on the advice of the Committee on Conferences, in accordance with Assembly resolution 43/222 B, in which the Assembly established the terms of reference of the Committee.

1.3 Responsibility for the implementation of the programme and the achievement of its objectives resides with the Department for General Assembly and Conference Management at Headquarters and the conference-servicing organizational entities at the United Nations Offices at Geneva, Vienna and Nairobi. Guided by Assembly resolutions 57/300 and 62/225 and provisions relating to conference services contained in Assembly resolutions on revitalization of the work of the Assembly and on multilingualism, the strategic framework under the programme seeks to make further progress in integrated global management and to provide high-quality documents in a timely manner in all official languages, as well as high-quality conference services to Member States at all duty stations, and to achieve those aims as efficiently and cost-effectively as possible. During the biennium, the Department will continue to actively provide the intergovernmental and expert bodies it services with technical secretariat, protocol and liaison, and conference-servicing support so as to achieve synergies and full-system benefits across the four conference-servicing duty stations.

1.4 The Department expects to continue to improve its performance by pursuing a proactive documents and meetings management strategy, including coordination of the calendar of conferences, advance capacity planning and re-engineered documentation workflows and processes. By further embedding the integrated

global management approach in its everyday decision-making activities, the Department will increase the standardization of its administrative policies, practices and procedures across all conference-servicing duty stations. In addition, policies and procedures, workload-sharing and staff exchanges will be more closely coordinated among the four conference-servicing duty stations and the regional commissions in order to make more efficient and cost-effective use of the Organization's conference-servicing human and financial resources. This "delivering as one" initiative will be extended to the area of conference servicing through more intensive contacts with the other agencies of the United Nations system.

1.5 Through systematic analysis, the Department will evaluate the risk landscape and implement risk management and mitigation strategies so as to reduce the impact of operational crises through more proactive and effective monitoring. It will also implement lessons learned and best practices arising from the experiences of other United Nations entities and international organizations. Centrally coordinated risk management/assessment and evaluation will facilitate informed managerial decision-making and monitoring. More systematic use of high-quality, reliable and transparent data on conference services derived from the array of indicators contained in the Performance Measurement Matrix, as introduced in the report of the Secretary-General on pattern of conferences (A/62/161), will enhance global operational efficiencies. The integrated conference management system aims to establish an enabling environment for a client-oriented global information and communications technology. This will allow the Department to leverage strategic planning by streamlining forecasting, process efficiency, timeliness and cost efficiency. In order to meet changing needs and expectations, the Department will continue to provide sustained support for training opportunities geared to expanding and upgrading staff members' skills and to further collaborate with international organizations and build outreach to universities in order to institutionalize training programmes and maintain ongoing communication.

A. Conference management, New York

Subprogramme 1

General Assembly and Economic and Social Council affairs¹

Objective of the Organization: to facilitate deliberations and decision-making by intergovernmental bodies^a

Expected accomplishments of the Secretariat	Indicators of achievement
(a) Improved organizational and procedural aspects of meetings servicing as well as enhanced substantive and technical secretariat support to the Member States and other participants at the mandated meetings	(a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies expressing satisfaction with the conduct of meetings as well as the level and quality of technical secretariat services

¹ The activities covered by subprogramme 1 comprise only those implemented at Headquarters.

(b) Improved timely preparation and submission of procedural documentation for intergovernmental meetings serviced by the Department for General Assembly and Conference Management

(b) Increased compliance rate with the submission deadline of the final reports of the intergovernmental bodies serviced by the Department

* Refers to the General Assembly, the First, Special Political and Decolonization (Fourth), Second and Third Committees of the Assembly, the Economic and Social Council and their subsidiary bodies at Headquarters, as well as other intergovernmental bodies supported by the Department for General Assembly and Conference Management.

Strategy

1.6 The subprogramme is under the responsibility of the General Assembly and Economic and Social Council Affairs Division of the Department for General Assembly and Conference Management. The strategy to achieve the objective of the subprogramme will include:

(a) Proactive assistance to the presidents/chairpersons and bureaux of the intergovernmental bodies serviced by the Department in their work. Provision of substantive, analytical and historical information on the proceedings of the General Assembly and the Economic and Social Council and the subsidiary machinery with a view to developing appropriate proposals for review by the bodies concerned;

(b) Proactive assistance to representatives of Member States on all matters relating to the effective scheduling and conduct of meetings, including the provision of an advance programme of work and the timely issuance of reports and communications;

(c) Coordination of implementation of the resolutions and decisions adopted by the intergovernmental bodies, through the assignment of responsibility to the Secretariat entities for the implementation of those resolutions and decisions.

Subprogramme 2

Planning and coordination of conference services

Objective of the Organization: to optimize utilization of meetings and documentation services capacity in a globally coordinated manner

Expected accomplishments of the Secretariat	Indicators of achievement
(a) Delivery of high-quality conference services	(a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies expressing satisfaction with the quality of conference services
(b) Efficient utilization of the global capacity of integrated conference services, where feasible and more cost-effective, without adversely affecting the quality of services provided	(b) (i) Increased capacity utilization for interpretation and translation services

- (c) Increased utilization of meetings services allocated to intergovernmental and expert bodies and special conferences in accordance with the resolutions, rules and established language arrangements
- (d) Strengthening of the responsibility and accountability system within the Secretariat in order to ensure the timely processing and issuance of documents to Member States and participants at meetings, in accordance with the six-week rule for the availability of documentation
- (e) Increased provision of conference services that are requested by regional and other major groupings of Member States
- (ii) Increased workload sharing among established conference-servicing duty stations^{a,b}
- (c) (i) Maintain balance between number of meetings planned and number of meetings held
- (ii) Increased percentage of number of "as required" meetings for bodies provided with interpretation services
- (d) Increased percentage of pre-session documents processed within four weeks when submitted on time and within applicable word limits
- (e) (i) Increased percentage of meetings of regional and other major groupings of Member States provided with interpretation services
- (ii) Increased percentage of meetings of regional and other major groupings of Member States provided with conference facilities

^a Workload-sharing is dependent on the type and venue of meetings. These indicators are global, i.e., the same information is presented for each conference-servicing duty station (New York, Geneva, Vienna and Nairobi) and reflects workload-sharing with the regional commissions and United Nations funds and programmes and agencies.

^b Work performed by staff on loan from other duty stations is reflected in workload indicators of the receiving duty station.

Strategy

1.7 Substantive responsibility for the subprogramme is assigned to the Central Planning and Coordination Service of the Department. The Service will focus on:

- (a) Harmonizing policies and procedures at all conference-servicing centres of the Organization and improving shared workload management;
- (b) Achieving global planning and coordination of the calendar of conferences and meetings of the United Nations on the basis of workload statistics, performance indicators and resource utilization;
- (c) Analysing and assessing the conference-servicing needs (meetings and documentation) of United Nations bodies with a view to making available conference resources for mandated meetings through regular consultations with United Nations intergovernmental and expert bodies and other duty stations;

(d) Establishing mandated pre-session document needs, managing compliance with existing regulations governing the control and limitation of documentation and establishing capacity planning targets for all processing units in order to improve the timeliness of issuance of mandated pre-session documentation;

(e) Providing meetings and documentation workload projections for intergovernmental bodies based and/or meetings in New York, with a view to improving capacity planning in coordination with subprogramme 1 for interactivity with the intergovernmental bodies, as well as with subprogrammes 3 and 4 to further refine methods for projecting and analysing the volume, composition and timing of future workload, in order to provide timely and efficient decision-making on the service delivery mode when expected output exceeds established in-house capacity;

(f) Monitoring the implementation of the capital master plan at Headquarters with a view to mitigating any adverse impact on the availability of conference facilities and services and to ensuring that there is no reduction in the quantity and quality of services provided to Member States;

(g) Undertaking an ongoing systematic analysis and evaluation of cost-effective global utilization of conference-servicing resources, including identifying strategic and operational risks and their impact on delivery of services;

(h) Upgrading and further developing the technological capacity in conference services for users and outreach to clients, in accordance with legislative mandates, in order to plan, process, monitor and manage documentation and meeting services more effectively, while keeping the General Assembly aware of new technologies that can be used in the Organization to achieve timeliness and better quality of services provided.

Subprogramme 3

Documentation services

Objective of the Organization: to ensure effective multilingual communication among representatives of Member States at intergovernmental organs and members of expert bodies of the United Nations, taking into account the principle of equal treatment to be given to all established official languages in each organ of the Organization

Expected accomplishments of the Secretariat	Indicators of achievement
(a) High-quality referencing, editing and translation of parliamentary documentation and other written materials, ensuring due respect for the specificity of each language	(a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies, as well as client departments expressing satisfaction with the quality of translation and editorial services
(b) Quality and cost-effectiveness of editing and translation services	(b) (i) Optimal mix of various modes of translation (measured in percentage of words) (ii) Maintain average output of translation per staff member per day

Strategy

1.8 The subprogramme is under the responsibility of the Documentation Division. Emphasis will continue to be placed on achieving optimum performance from a full-system perspective through the further integration of information technology efficiency tools into the conference services workflow processes in the areas of editing, referencing, terminology support, translation and quality assurance of contractual translation, and through sustained support for training opportunities geared to expanding and upgrading staff members' skills. This will include:

(a) Ongoing development and maintenance of a comprehensive integrated terminology database for the United Nations that is fully accessible to both in-house and off-site users;

(b) Ongoing development and maintenance of a comprehensive searchable archive of reference materials to which in-house and off-site translators, editors and others involved in documents production and processing will have direct access;

(c) Ongoing efforts, in cooperation with the Central Planning and Coordination Service of subprogramme 2, to further refine methods for projecting and analysing the volume, composition and timing of future workload in order to provide timely and efficient decision-making on the optimum service delivery modes when expected output exceeds established in-house capacity;

(d) Further integration of quality assurance measures in the delivery of documentation services through continued enforcement of rigorous recruitment standards for all categories of staff (established capacity, freelancers and contractors); provision of adequate internal and external training for staff members and appropriate coaching and supervision for freelancers and contractors; and, in general, nurturing of a culture of continuous learning with the aim of maintaining the highest standards of quality of translation and editorial services provided;

(e) Ongoing efforts to improve and adapt the conference services information and communications technology backbone with the aim of better supporting the delivery of core outputs by all categories of staff (established capacity, freelancers and contractors), working from both on-site and remote locations.

Subprogramme 4

Meetings and publishing services

Objective of the Organization: to ensure effective multilingual communication among representatives of Member States at intergovernmental organs and members of expert bodies of the United Nations, taking into account the principle of equal treatment to be given to all established official languages in each organ of the Organization

Expected accomplishments of the Secretariat

Indicators of achievement

(a) High-quality interpretation, verbatim reporting, text-processing and publishing services

(a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies, as well as client departments expressing satisfaction with interpretation, verbatim reporting, text-processing and publishing services

(b) Quality and cost-effectiveness of interpretation, verbatim reporting, text-processing and publishing services

(b) (i) Optimal mix of various modes of interpretation and verbatim services

(ii) Maintain average output of text processing per staff member per day

(iii) Increased proportion of printing on demand

(iv) Increased utilization of internal printing capacity

Strategy

1.9 The subprogramme is under the responsibility of the Meetings and Publishing Division. Emphasis will continue to be placed on achieving optimum performance from a full-system perspective through the further integration of information technology efficiency tools into the conference services workflow processes in the areas of interpretation, verbatim reporting, text-processing and publishing services, and through sustained support for training opportunities geared to expanding and upgrading staff members' skills. This will include:

(a) Implementation of measures ensuring cost-effective delivery of high-quality interpretation, verbatim reporting, text-processing and publishing services, in particular through workload-sharing with other duty stations and information-sharing with other conference centres regarding projected workload and available capacities;

(b) Ongoing efforts, in cooperation with the Central Planning and Coordination Service of subprogramme 2, to further refine methods for projecting and analysing the volume, composition and timing of future workload in order to provide timely and efficient decision-making on the optimum service delivery modes when expected output exceeds established in-house capacity;

(c) Further integration of quality assurance measures in the delivery of meetings and publishing services through continued enforcement of rigorous recruitment standards for all categories of staff (established capacity, freelancers and contractors); provision of adequate internal and external training of staff appointed against established posts and appropriate coaching and supervision for freelancers and contractors; and, in general, nurturing of a culture of continuous learning with the aim of maintaining the highest standards of quality of interpretation, verbatim reporting, text-processing and publishing services provided;

(d) Promotion of the awareness of author departments of the Division's enhanced internal publishing capacity; expansion of cost-effective and other modes of document publishing to achieve better quality and timeliness; and further development of the use of print on demand technology and electronic archiving systems;

(e) Ongoing efforts to improve and adapt the conference services information and communications technology backbone with the aim of better supporting the delivery of core outputs by all categories of staff (established capacity, freelancers and contractors), working from both on-site and remote locations.

B. Conference management, Geneva²**Subprogramme 2****Planning and coordination of conference services**

Objective of the Organization: to optimize utilization of meetings and documentation services capacity in a globally coordinated manner

Expected accomplishments of the Secretariat**Indicators of achievement**

(a) Delivery of high-quality conference services

(a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies expressing satisfaction with the quality of conference services

(b) Efficient utilization of the global capacity of integrated conference services, where feasible and more cost-effective, without adversely affecting the quality of services provided

(b) (i) Increased capacity utilization for interpretation and translation services

(ii) Increased workload sharing among established conference-servicing duty stations^{a,b}

(c) Increased utilization of meetings services allocated to intergovernmental and expert bodies and special conferences in accordance with the resolutions, rules and established language arrangements

(c) (i) Maintain balance between number of meetings planned and number of meetings held

(ii) Increased percentage of number of "as required" meetings for bodies provided with interpretation services

(d) Strengthening of the responsibility and accountability system within the Secretariat in order to ensure the timely processing and issuance of documents to Member States and participants at meetings, in accordance with the six-week rule for the availability of documentation

(d) Increased percentage of pre-session documents processed within four weeks when submitted on time and within applicable word limits

² Subprogramme 1 is solely the responsibility of the Department for General Assembly and Conference Management at Headquarters.

(e) Increased provision of conference services that are requested by regional and other major groupings of Member States

(e) (i) Increased percentage of meetings of regional and other major groupings of Member States provided with interpretation services

(ii) Increased percentage of meetings of regional and other major groupings of Member States provided with conference facilities

^a Workload-sharing is dependent on the type and venue of meetings. These indicators are global, i.e., the same information is presented for each conference-servicing duty station (New York, Geneva, Vienna and Nairobi) and reflects workload-sharing with the regional commissions and United Nations funds and programmes and agencies.

^b Work performed by staff on loan from other duty stations is reflected in workload indicators of the receiving duty station.

Strategy

1.10 Within the Conference Services Division of the United Nations Office at Geneva, substantive responsibility for the subprogramme is assigned to the Central Planning and Coordination Service. The Service will focus on:

(a) Analysing and assessing the conference-servicing needs of United Nations bodies based in Geneva and assisting them in formulating those needs with a view to making available conference resources for mandated meetings through regular consultations with United Nations intergovernmental and expert bodies serviced by the Division;

(b) Planning and coordinating the calendar of conferences and meetings of the United Nations Office at Geneva on the basis of workload statistics, performance indicators and resource utilization;

(c) Establishing mandated pre-session document needs, managing compliance with existing regulations governing the control and limitation of documentation and establishing capacity planning targets for all processing units in order to improve the timeliness of issuance of mandated pre-session documentation;

(d) Providing meetings and documentation workload projections for intergovernmental bodies based and/or meetings in Geneva, with a view to improving capacity planning in coordination with subprogrammes 3 and 4 to further refine methods for projecting and analysing the volume, composition and timing of future workload, in order to provide timely and efficient decision-making on the service delivery mode when expected output exceeds established in-house capacity;

(e) Achieving cost-effective global utilization of conference-servicing resources through regular production and assessment of global statistical reports;

(f) Upgrading and further developing the technological capacity in conference services for users and outreach to clients, in accordance with legislative mandates, in order to plan, process, monitor and manage documentation and meeting services more effectively.

Subprogramme 3 Documentation services

Objective of the Organization: to ensure effective multilingual communication among representatives of Member States at intergovernmental organs and members of expert bodies of the United Nations, taking into account the principle of equal treatment to be given to all established official languages in each organ of the Organization

Expected accomplishments of the Secretariat	Indicators of achievement
(a) High-quality referencing, editing and translation of parliamentary documentation and other written materials, ensuring due respect for the specificity of each language	(a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies, as well as client departments expressing satisfaction with the quality of translation and editorial services
(b) Quality and cost-effectiveness of editing and translation services	(b) (i) Optimal mix of various modes of translation (measured in percentage of words) (ii) Maintain average output of translation per staff member per day

Strategy

1.11 The subprogramme is under the responsibility of the Languages Service and the Proofreading, Editing and Publications Section of the Publishing Service. The primary focus will be on maintaining processing capacity and preserving institutional expertise, while seeking greater quality and cost-effectiveness through the further incorporation of information technology in the areas of editing, referencing, terminology support, translation and contractual translation, and through sustained support for training opportunities geared to expanding and upgrading staff members' skills. This will include:

(a) Ongoing development and maintenance of a comprehensive integrated terminology database for the United Nations that is fully accessible to both in-house and off-site users;

(b) Ongoing development and maintenance of a comprehensive searchable archive of reference materials to which translators, editors and others involved in documents production and processing, whether in-house or off-site, have direct access;

(c) Ongoing efforts, in cooperation with the Central Planning and Coordination Service of subprogramme 2, to further refine methods for projecting and analysing the volume, composition and timing of future workload in order to provide timely and efficient decision-making on the optimum service delivery modes when expected output exceeds established in-house capacity;

(d) Further integration of quality assurance measures in the delivery of documentation services through continued enforcement of rigorous recruitment standards for all categories of staff (established capacity, freelancers and contractors); provision of adequate internal and external training for staff members

and appropriate coaching and supervision for freelancers and contractors; and, in general, nurturing of a culture of continuous learning with the aim of maintaining the highest standards of quality of services provided;

(e) Ongoing efforts to improve and adapt the conference services information and communications technology backbone with the aim of better supporting the delivery of core outputs by all categories of staff (established capacity, freelancers and contractors), working from both on-site and remote locations.

Subprogramme 4

Meetings and publishing services

Objective of the Organization: to ensure effective multilingual communication among representatives of Member States at intergovernmental organs and members of expert bodies of the United Nations, taking into account the principle of equal treatment to be given to all established official languages in each organ of the Organization

Expected accomplishments of the Secretariat	Indicators of achievement
(a) High-quality interpretation, text-processing and publishing services	(a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies, as well as client departments expressing satisfaction with interpretation, text-processing and publishing services
(b) Quality and cost-effectiveness of interpretation, text-processing and publishing services	(b) (i) Optimal mix of various modes of interpretation (ii) Maintain average output of text processing per staff member per day (iii) Increased proportion of printing on demand (iv) Increased utilization of internal printing capacity

Strategy

1.12 The subprogramme is under the responsibility of the Interpretation Service, the Publishing Service and the Text-processing Section of the Languages Service. Emphasis will continue to be placed on achieving optimum performance from a full-system perspective through the further integration of information technology efficiency tools into the conference services workflow processes in the areas of interpretation, text-processing and publishing services, and through sustained support for training opportunities geared to expanding and upgrading staff members' skills. This will include:

(a) Implementation of measures ensuring cost-effective delivery of high-quality interpretation, text-processing and publishing services, in particular through optimum allocation of available resources, workload-sharing with other duty

stations and information-sharing with other conference centres regarding projected workload and available capacities;

(b) Increased utilization of internal publishing capacity and expansion of cost-effective and other modes of document publishing; further development of the use of print on demand technology and electronic archiving systems;

(c) Ongoing efforts, in cooperation with the Central Planning and Coordination Service of subprogramme 2, to further refine methods for projecting and analysing the volume, composition and timing of future workload in order to provide timely and efficient decision-making on the optimum service delivery modes when expected output exceeds established in-house capacity;

(d) Further integration of quality assurance measures in the delivery of meetings and publishing services through continued enforcement of rigorous recruitment standards for all categories of staff (established capacity, freelancers and contractors); provision of adequate internal and external training for staff members and appropriate coaching and supervision for freelancers and contractors; and, in general, nurturing of a culture of continuous learning with the aim of maintaining the highest standards of quality of services provided;

(e) Ongoing efforts to improve and adapt the conference services information and communications technology backbone with the aim of better supporting the delivery of core outputs by all categories of staff (established capacity, freelancers and contractors), working from both on-site and remote locations.

C. Conference management, Vienna²

Subprogramme 2

Planning and coordination of conference services

Objective of the Organization: to optimize utilization of meetings and documentation services capacity in a globally coordinated manner

Expected accomplishments of the Secretariat

Indicators of achievement

(a) Delivery of high-quality conference services

(a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies expressing satisfaction with the quality of conference services

(b) Efficient utilization of the global capacity of integrated conference services, where feasible and more cost-effective, without adversely affecting the quality of services provided

(b) (i) Increased capacity utilization for interpretation and translation services
(ii) Increased workload-sharing among established conference-servicing duty stations^{a,b}

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| <p>(c) Increased utilization of meetings services allocated to intergovernmental and expert bodies and special conferences in accordance with the resolutions, rules and established language arrangements</p> <p>(d) Strengthening of the responsibility and accountability system within the Secretariat in order to ensure the timely processing and issuance of documents to Member States and participants at meetings, in accordance with the six-week rule for the availability of documentation</p> <p>(e) Increased provision of conference services that are requested by regional and other major groupings of Member States</p> | <p>(c) (i) Maintain balance between number of meetings planned and number of meetings held</p> <p>(ii) Increased percentage of number of "as required" meetings for bodies provided with interpretation services</p> <p>(d) Increased percentage of pre-session documents processed within four weeks when submitted on time and within applicable word limits</p> <p>(e) (i) Increased percentage of meetings of regional and other major groupings of Member States provided with interpretation services</p> <p>(ii) Increased percentage of meetings of regional and other major groupings of Member States provided with conference facilities</p> |
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- * Workload-sharing is dependent on the type and venue of meetings. These indicators are global, i.e., the same information is presented for each conference-servicing duty station (New York, Geneva, Vienna and Nairobi), and reflects workload-sharing with the regional commissions and United Nations funds and programmes and agencies.
 - * Work performed by staff on loan from other duty stations is reflected in workload indicators of the receiving duty station.

Strategy

1.13 Within the Conference Management Service at the United Nations Office at Vienna, substantive responsibility for the subprogramme is assigned to the Planning, Coordination and Meetings Section. The Section will focus on:

- (a) Analysing and assessing the conference-servicing needs of United Nations bodies based in Vienna and client organizations (International Atomic Energy Agency, United Nations Industrial Development Organization, Comprehensive Nuclear-Test-Ban Treaty Organization), assisting them in formulating those needs and optimizing the submission of all pre-session documentation through, inter alia, regular consultations and active dialogue with document submitters and committee secretariats in order to establish realistic slotting dates and set sessional dates and intersessional meetings, and increased upstream outreach in order to provide drafting and pre-editing assistance to substantive secretariats;
- (b) Planning and coordinating the calendar of conferences and meetings of the United Nations Office at Vienna on the basis of workload statistics, performance indicators and resource utilization;

(c) Establishing mandated pre-session document needs, managing compliance with existing regulations governing the control and limitation of documentation and establishing capacity planning targets for all processing units in order to improve the timeliness of issuance of mandated pre-session documentation;

(d) Providing meetings and documentation workload projections for intergovernmental bodies based and/or meetings in Vienna, with a view to improving capacity planning in coordination with subprogrammes 3 and 4 to further refine methods for projecting and analysing the volume, composition and timing of future workload, in order to provide timely and efficient decision-making on the service delivery mode when expected output exceeds permanent in-house capacity;

(e) Achieving cost-effective global utilization of conference-servicing resources through regular production and assessment of global statistical reports;

(f) Upgrading and further developing the technological capacity in conference services for users and outreach to clients, in accordance with legislative mandates, in order to plan, process, monitor and manage documentation and meeting services more effectively.

Subprogramme 3 Documentation services

Objective of the Organization: to ensure effective multilingual communication among representatives of Member States at intergovernmental organs and members of expert bodies of the United Nations, taking into account the principle of equal treatment to be given to all established official languages in each organ of the Organization

Expected accomplishments of the Secretariat	Indicators of achievement
(a) High-quality referencing, editing and translation of parliamentary documentation and other written materials, ensuring due respect for the specificity of each language	(a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies, as well as client departments expressing satisfaction with the quality of translation and editorial services
(b) Quality and cost-effectiveness of editing and translation services	(b) (i) Optimal mix of various modes of translation (measured in percentage of words) (ii) Maintain average output of translation per staff member per day

Strategy

1.14 The subprogramme is under the responsibility of the six translation sections and the Text-processing Section, the Editorial Control Unit and the Library and Linguistic Support Unit. The focus will be on achieving greater cost-effectiveness through the further integration of information technology efficiency tools into the conference services workflow processes in the areas of editing, referencing, terminology support, translation and contractual translation. This will include:

(a) Ongoing development and maintenance of a comprehensive integrated terminology database for the United Nations that is fully accessible to both in-house and off-site users;

(b) Ongoing development and maintenance of a comprehensive searchable archive of reference materials to which translators, editors and others involved in documents production and processing, whether in house or off-site, have direct access;

(c) Ongoing efforts, in cooperation with the Central Planning and Coordination Service of subprogramme 2, to further refine methods for projecting and analysing the volume, composition and timing of future workload in order to provide timely and efficient decision-making on the optimum service delivery modes when expected output exceeds established in-house capacity;

(d) Further integration of quality assurance measures in the delivery of documentation services through continued enforcement of rigorous recruitment standards for all categories of staff (established capacity, freelancers and contractors); provision of adequate internal and external training for staff members and appropriate coaching and supervision for freelancers and contractors; and, in general, nurturing of a culture of continuous learning with the aim of maintaining the highest standards of quality of services provided;

(e) Ongoing efforts to improve and adapt the conference services information and communications technology backbone with the aim of better supporting the delivery of core outputs by staff in all categories (established capacity, freelancers and contractors), working from both on-site and remote locations.

Subprogramme 4 Meetings and publishing services

Objective of the Organization: to ensure effective multilingual communication among representatives of Member States at intergovernmental organs and members of expert bodies of the United Nations, taking into account the principle of equal treatment to be given to all established official languages in each organ of the Organization

Expected accomplishments of the Secretariat	Indicators of achievement
(a) High-quality interpretation, text-processing and publishing services	(a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies, as well as client departments expressing satisfaction with interpretation, text-processing and publishing services

- (b) Quality and cost-effectiveness of interpretation, text-processing and publishing services
- (b) (i) Optimal mix of various modes of interpretation
- (ii) Maintain average output of text processing per staff member per day
- (iii) Increased proportion of printing on demand
- (iv) Increased utilization of internal printing capacity

Strategy

1.15 The subprogramme is under the responsibility of the Interpretation Section, the Electronic Publishing Unit and the Reproduction and Distribution Unit. Emphasis will continue to be placed on achieving optimum performance from a full-system perspective through the further integration of information technology efficiency tools into the conference services workflow processes in the areas of interpretation, text-processing and publishing services, and through sustained support for training opportunities geared to expanding and upgrading staff members' skills. This will include:

(a) Implementation of measures ensuring cost-effective delivery of high-quality interpretation, text-processing and publishing services, in particular through optimum allocation of available resources, workload-sharing with other duty stations and information-sharing with other conference centres regarding projected workload and available capacities;

(b) Increased utilization of internal publishing capacity and expansion of cost-effective and other modes of document publishing; further development of the use of print on demand technology and electronic archiving systems;

(c) Ongoing efforts, in cooperation with the Central Planning and Coordination Service of subprogramme 2, to further refine methods for projecting and analysing the volume, composition and timing of future workload in order to provide timely and efficient decision-making on the optimum service delivery modes when expected output exceeds established in-house capacity;

(d) Further integration of quality assurance measures in the delivery of meetings and publishing services through continued enforcement of rigorous recruitment standards for all categories of staff (established capacity, freelancers and contractors); provision of adequate internal and external training for staff members and appropriate coaching and supervision for freelancers and contractors; and, in general, nurturing of a culture of continuous learning with the aim of maintaining the highest standards of quality of services provided;

(e) Ongoing efforts to improve and adapt the conference services information and communications technology backbone with the aim of better supporting the delivery of core outputs by all categories of staff (established capacity, freelancers and contractors), working from both on-site and remote locations.

D. Conference management, Nairobi²**Subprogramme 2****Planning and coordination of conference services**

Objective of the Organization: to optimize utilization of meetings and documentation services capacity in a globally coordinated manner

Expected accomplishments of the Secretariat	Indicators of achievement
(a) Delivery of high-quality conference services	(a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies expressing satisfaction with the quality of conference services
(b) Efficient utilization of the global capacity of integrated conference services, where feasible and more cost-effective, without adversely affecting the quality of services provided	(b) (i) Increased capacity utilization for interpretation and translation services (ii) Increased workload-sharing among established conference-servicing duty stations ^{a,b}
(c) Increased utilization of meetings services allocated to intergovernmental and expert bodies and special conferences in accordance with the resolutions, rules and established language arrangements	(c) (i) Maintain balance between number of meetings planned and number of meetings held (ii) Increased percentage of number of "as required" meetings for bodies provided with interpretation services
(d) Strengthening of the responsibility and accountability system within the Secretariat in order to ensure the timely processing and issuance of documents to Member States and participants at meetings, in accordance with the six-week rule for the availability of documentation	(d) Increased percentage of pre-session documents processed within four weeks when submitted on time and within applicable word limits
(e) Increased provision of conference services that are requested by regional and other major groupings of Member States	(e) (i) Increased percentage of meetings of regional and other major groupings of Member States provided with interpretation services (ii) Increased percentage of meetings of regional and other major groupings of Member States provided with conference facilities

^a Workload-sharing is dependent on the type and venue of meetings. These indicators are global, i.e., the same information is presented for each conference-servicing duty station (New York, Geneva, Vienna and Nairobi) and reflects workload-sharing with the regional commissions and United Nations funds and programmes and agencies.

^b Work performed by staff on loan from other duty stations is reflected in workload indicators of the receiving duty station.

Strategy

1.16 Within the Division of Conference Services of the United Nations Office at Nairobi, substantive responsibility for the subprogramme is assigned to the Planning and Coordination Section. The Section will focus on:

- (a) Analysing and assessing conference-servicing needs of the United Nations Environment Programme, the United Nations Human Settlements Programme and other United Nations-system organizations based in Nairobi, on the basis of the approved mandates and meeting requests and availability of capacity in conference resources at the United Nations Office at Nairobi and other headquarters, and assisting them in formulating those needs with a view to making available conference resources for mandated meetings through regular consultations with United Nations intergovernmental and expert bodies serviced by the Division;
- (b) Planning and coordinating the calendar of conferences and meetings of the United Nations Office at Nairobi on the basis of workload statistics, performance indicators and resource utilization;
- (c) Establishing mandated pre-session document needs, managing compliance with existing regulations governing the control and limitation of documentation and establishing capacity planning targets for all processing units in order to improve the timeliness of issuance of mandated pre-session documentation;
- (d) Providing meetings and documentation workload projections for intergovernmental bodies based and/or meetings in Nairobi, with a view to improving capacity planning in coordination with subprogrammes 3 and 4 to further refine methods for projecting and analysing the volume, composition and timing of future workload, in order to provide timely and efficient decision-making on the service delivery mode when expected output exceeds established in-house capacity;
- (e) Achieving cost-effective global utilization of conference-servicing resources through regular production and assessment of global statistical reports;
- (f) Upgrading and further developing the technological capacity in conference services for users and outreach to clients, in accordance with legislative mandates, in order to plan, process, monitor and manage documentation and meeting services more effectively.

Subprogramme 3

Documentation services

Objective of the Organization: to ensure effective multilingual communication among representatives of Member States at intergovernmental organs and members of expert bodies of the United Nations, taking into account the principle of equal treatment to be given to all established official languages in each organ of the Organization

Expected accomplishments of the Secretariat

Indicators of achievement

- (a) High-quality referencing, editing and translation of parliamentary documentation and other written materials, ensuring due respect for the specificity of each language

- (a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies, as well as client departments expressing satisfaction with the quality of translation and editorial services

(b) Quality and cost-effectiveness of editing and translation services

(b) (i) Optimal mix of various modes of translation (measured in percentage of words)

(ii) Maintain average output of translation per staff member per day

Strategy

1.17 The subprogramme is under the responsibility of the Translation and Editorial Section. The focus will be on achieving greater cost-effectiveness through the further integration of information technology tools into the conference services workflow processes in the areas of editing, referencing, terminology support, translation and contractual translation, and through sustained support for training opportunities geared to expanding and upgrading staff members' skills. This will include:

(a) Ongoing development and maintenance of a comprehensive integrated terminology database for the United Nations that is fully accessible to both in-house and off-site users;

(b) Ongoing development and maintenance of a comprehensive searchable archive of reference materials to which translators, editors and others involved in documents production and processing, whether in-house or off-site, have direct access;

(c) Ongoing efforts, in cooperation with the Central Planning and Coordination Service of subprogramme 2, to further refine methods for projecting and analysing the volume, composition and timing of future workload in order to provide timely and efficient decision-making on the optimum service delivery modes when expected output exceeds established in-house capacity;

(d) Further integration of quality assurance measures in the delivery of documentation services through continued enforcement of rigorous recruitment standards for all categories of staff (established capacity, freelancers and contractors); provision of adequate internal and external training for staff members and appropriate coaching and supervision for freelancers and contractors; and, in general, nurturing of a culture of continuous learning with the aim of maintaining the highest standards of quality of services provided;

(e) Ongoing efforts to improve and adapt the conference services information and communications technology backbone with the aim of better supporting the delivery of core outputs by staff in all categories (established capacity, freelancers and contractors), working from both on-site and remote locations.

Subprogramme 4

Meetings and publishing services

Objective of the Organization: to ensure effective multilingual communication among representatives of Member States at intergovernmental organs and members of expert bodies of the United Nations, taking into account the principle of equal treatment to be given to all established official languages in each organ of the Organization

Expected accomplishments of the Secretariat	Indicators of achievement
(a) High-quality interpretation, text-processing and publishing services	(a) Increased percentage of representatives of Member States at intergovernmental organs and members of expert bodies, as well as client departments expressing satisfaction with interpretation, text-processing and publishing services
(b) Quality and cost-effectiveness of interpretation, text-processing and publishing services	(b) (i) Optimal mix of various modes of interpretation (ii) Maintain average output of text processing per staff member per day (iii) Increased proportion of printing on demand (iv) Increased utilization of internal printing capacity

Strategy

1.18 The subprogramme is under the responsibility of the Interpretation and Publishing Section. Emphasis will continue to be placed on achieving optimum performance from a full-system perspective through the further integration of information technology efficiency tools into the conference services workflow processes in the areas of interpretation, text-processing and publishing services, and through sustained support for training opportunities geared to expanding and upgrading staff members' skills. The Section will focus on:

(a) Implementation of measures ensuring cost-effective delivery of high-quality interpretation, text-processing and publishing services, in particular through optimum allocation of available resources, workload-sharing with other duty stations and information-sharing with other conference centres regarding projected workload and available capacities;

(b) Increased utilization of internal publishing capacity and expansion of cost-effective and other modes of document publishing; further development of the use of print on demand technology and electronic archiving systems;

(c) Ongoing efforts, in cooperation with the Central Planning and Coordination Service of subprogramme 2, to further refine methods for projecting and analysing the volume, composition and timing of future workload in order to

provide timely and efficient decision-making on the optimum service delivery modes when expected output exceeds established in-house capacity;

(d) Further integration of quality assurance measures in the delivery of meetings and publishing services through continued enforcement of rigorous recruitment standards for all categories of staff (established capacity, freelancers and contractors); provision of adequate internal and external training for staff members and appropriate coaching and supervision for freelancers and contractors; and, in general, nurturing of a culture of continuous learning with the aim of maintaining the highest standards of quality of services provided;

(e) Ongoing efforts to improve and adapt the conference services information and communications technology backbone with the aim of better supporting the delivery of core outputs by all categories of staff (established capacity, freelancers and contractors), working from both on-site and remote locations.

Legislative mandates

Relevant articles of the Charter of the United Nations

General Assembly resolutions

S-10/2	Final document of the tenth special session of the General Assembly
43/222 B	Status of the Committee on Conferences
52/12 A and B	Renewing the United Nations: a programme for reform
57/300	Strengthening of the United Nations: an agenda for further change
58/126	Revitalization of the work of the General Assembly
59/313	A strengthened and revitalized General Assembly
61/266	Multilingualism
62/225	Pattern of conferences
62/236	Questions relating to the proposed programme budget for the biennium 2008-2009



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Programme planning

Proposed strategic framework for the period 2010-2011

Part two: biennial programme plan

Programme 2

Political affairs

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* A/63/50.



Overall orientation

2.1 The overall objective of the programme is to maintain international peace and security by assisting States involved in disputes or conflict to resolve their differences peacefully, in accordance with the principles of the Charter of the United Nations and the resolutions emanating from the General Assembly and the Security Council, wherever possible, by preventing conflicts from arising through preventive diplomacy and peacemaking, through expansion of the United Nations range of partnerships with regional and subregional organizations. The direction of the programme is provided in the pertinent resolutions of the General Assembly and the mandates of the Security Council, which has the primary responsibility for the maintenance of international peace and security. Within the Secretariat, substantive responsibility for the programme is vested in the Department of Political Affairs.

2.2 The strategy in meeting the programme's objectives is designed around eight subprogrammes, which include the Office of the United Nations Special Coordinator for the Middle East Peace Process, the Peacebuilding Support Office and the United Nations Register of Damage Caused by the Construction of the Wall in the Occupied Palestinian Territory.

2.3 The activities to be implemented relate to early warning; preventive diplomacy; peacemaking and post-conflict peacebuilding; electoral assistance; the provision of substantive support to policymaking organs, such as the Security Council and its subsidiary bodies, the Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples and the Committee on the Exercise of the Inalienable Rights of the Palestinian People; and the role of the Special Coordinator for the Middle East Peace Process. Those activities constitute the core functions of the Department of Political Affairs and together represent interdependent and complementary components of a comprehensive conflict-prevention, conflict-management and peacebuilding approach.

2.4 The Department will continue to strive to reinforce the capacity of the international community for preventive diplomacy, good offices and non-military measures to prevent disputes from escalating into conflicts, as well as to resolve conflicts that have erupted, while fully respecting the sovereignty, territorial integrity and political independence of Member States and the principles of non-intervention in matters that are essentially within the domestic jurisdiction of any State as well as respecting the principles of consent, which is an essential element for the success of such efforts. The Department will also endeavour to enhance its capacity with regard to the political aspects of peacebuilding, as approved by the relevant intergovernmental bodies.

2.5 The Department of Political Affairs will continue to work with the United Nations Office on Drugs and Crime and with other relevant departments within the Secretariat in the implementation of Security Council resolution 1373 (2001) on the subject of terrorism.

2.6 Special attention will also be given to incorporating a gender perspective into the work of the programme, in accordance with relevant resolutions of the Security Council, the Economic and Social Council and the General Assembly.

2.7 The Peacebuilding Support Office will continue to support the work of the Peacebuilding Commission in all its substantive aspects, and to oversee the operation of the Peacebuilding Fund. In addition to those mandated responsibilities, the office will advise the Secretary-General on strategic peacebuilding options in post-conflict countries, including long-term perspectives, review progress towards peacebuilding goals and the interlinkages between political, security, humanitarian and development initiatives linked to definitive recovery and continue to perform a convening role in ensuring that the United Nations system as a whole is developing appropriate capacities, which requires extensive interaction with United Nations departments as well as agencies, funds and programmes in an effort to support the implementation of coherent peacebuilding strategies and a coordinated and coherent approach of the United Nations to peacebuilding.

2.8 The United Nations Register of Damage Caused by the Construction of the Wall in the Occupied Palestinian Territory has been established by the General Assembly to serve as a record, in documentary form, of the damage caused to all natural and legal persons concerned as a result of the construction of the wall by Israel in the Occupied Palestinian Territory, including in and around East Jerusalem. In accordance with the provisions of General Assembly resolution ES-10/17, an Office for the Register of Damage has been set up at the United Nations Office at Vienna as a subsidiary organ of the General Assembly operating under the administrative authority of the Secretary-General and responsible for the establishment and comprehensive maintenance of the Register of Damage.

Subprogramme 1

Prevention, control and resolution of conflicts

Objective of the Organization: To maintain international peace and security through prevention, control and resolution of conflicts by peaceful means.

Expected accomplishments of the Secretariat	Indicators of achievement
(a) Improved capability of the international community to identify and prevent conflict situations	(a) 100 per cent response to all requests of Member States and regional organizations for preventive action
(b) Strengthened capacity of the international community to address conflict situations	(b) Number of good offices efforts to address conflict situations
(c) Maintenance of the peace process on track	(c) (i) Number of initiatives in support of peace processes (ii) Number of projects to support peace consolidation efforts

Strategy

2.9 Substantive responsibility for the subprogramme is vested in the regional divisions and the Policy, Partnerships and Mediation Support Division. In order to attain the objective of this subprogramme, the Department will promote a more effective and cohesive response to help prevent, mitigate, manage and resolve

conflicts and to address peace consolidation challenges facing countries emerging from crisis or conflict by: (a) responding in a timely manner to new and potential conflict situations; (b) providing timely and accurate information, analysis and policy options; (c) formulating recommendations on measures that could be undertaken by the United Nations system; (d) making available and providing substantive and technical support to the Secretary-General's good offices aimed at facilitating the peaceful settlement of complex situations in various regions, including through formal mediation where appropriate; (e) enhancing capacity for cooperation with regional and subregional organizations; (f) providing substantive support and guidance to special political missions; (g) strengthening the Department's capacity and expertise in order to address more effectively peace and security challenges; (h) undertaking research on peace consolidation issues and best practices by the United Nations system in this area; and (i) developing coherent strategies for preventive diplomacy and post-conflict peace consolidation, linking diplomatic, security, humanitarian and developmental efforts by the United Nations system and other international and regional actors. To this end, the Department of Political Affairs will work closely with other relevant parts of the United Nations system.

Subprogramme 2

Electoral assistance

Objective of the Organization: To render electoral assistance to Member States, at their request and in accordance with the relevant decisions of the Security Council and the General Assembly, through the provision of the technical and advisory support necessary for holding periodic and fair elections.

Expected accomplishments of the Secretariat	Indicator of achievement
Enhanced capacity of Member States requesting assistance to organize periodic and credible elections	Number of electoral processes showing qualitative improvements as a result of United Nations assistance and support

Strategy

2.10 Substantive responsibility for the subprogramme is vested in the Electoral Assistance Division, which provides the leading role in all United Nations electoral assistance activities. To achieve the objective of the subprogramme, the Electoral Assistance Division will provide international expertise, through its newly computerized roster, in a timely, coordinated and effective manner for the organization and conduct of electoral processes to requesting Member States, including key guidance and support in the context of peace negotiations, peacekeeping and peacebuilding missions. The Division will assess the conditions and the needs for the holding of credible elections in the requesting countries. On the basis of those assessments, the Division will formulate strategic responses and provide guidance on their execution, including technical cooperation and expert advice on the establishment and enhancement of electoral management bodies. In doing so, it will establish partnerships with national and international bodies within and outside the United Nations system. The Division will also provide guidelines to

support the work of the Organization in the electoral field, including guidance on the establishment of electoral components in peace operations. It will develop and disseminate electoral information and best practices and endeavour to ensure that a consistently high quality of technical and policy advice is delivered throughout the Organization. The Division, in compliance with resolutions of the General Assembly or the Security Council, will support United Nations electoral observers when deployed.

Subprogramme 3 Security Council affairs

Objective of the Organization: To facilitate the deliberations and effective decision-making by the Security Council and its subsidiary organs.

Expected accomplishments of the Secretariat	Indicators of achievement
(a) Meetings conducted in a timely and procedurally correct manner	(a) Degree of satisfaction expressed by members of the Security Council, as well as the wider United Nations membership, with the services provided by the Security Council Affairs Division
(b) Improved access to information relating to the work of the Security Council and its subsidiary organs	(b) (i) Increased number of pages viewed of the online <i>Repertoire of the Practice of the Security Council</i> (ii) Increased number of visits to the Security Council home page
(c) Decisions of the Security Council and its subsidiary organs requiring substantive support by the subprogramme are implemented	(c) (i) Monitoring mechanisms under Security Council sanctions committees are established within the time frame stipulated by Security Council resolutions (ii) Missions of the Security Council and its subsidiary organs are carried out within the time frame stipulated by the relevant organ

Strategy

2.11 Responsibility for the subprogramme is vested in the Security Council Affairs Division, which will provide advice and substantive services to the Security Council and its subsidiary organs, particularly the sanctions committees and the Counter-Terrorism Committee, the Committee established pursuant to Security Council resolution 1540 (2004), informal working groups and the Military Staff Committee. Advice and substantive services will be provided through the timely issuance of parliamentary documentation and communications; effective coordination of meetings; provision of guidance to the Council, its subsidiary bodies and the wider United Nations membership in accordance with the Charter, the Council's provisional rules of procedure, Council decisions and past practice; provision of

substantive administrative support to expert monitoring groups and panels; planning and organization of missions by members of the Council and chairpersons of its subsidiary organs; research and analysis, including with respect to current and past practice of the Council, as well as the implementation, effectiveness and impact of mandatory measures or sanctions imposed by the Council; advocacy and advice regarding the design and implementation of "targeted" sanctions; and provision of familiarization sessions for new members of the Council with respect to the evolving procedure, practice and working methods of the Council and its subsidiary organs, particularly the sanctions committees.

Subprogramme 4 Decolonization

Objective of the Organization: To promote the decolonization process in accordance with the Charter of the United Nations and relevant resolutions of the General Assembly for the 16 remaining Non-Self-Governing Territories so as to bring about the complete eradication of colonialism.

Expected accomplishments of the Secretariat	Indicator of achievement
The Special Committee and the General Assembly will be able to carry out their decolonization mandates and make progress in the decolonization process of the 16 remaining Non-Self-Governing Territories	100 per cent of parliamentary documents are submitted within deadlines

Strategy

2.12 Responsibility for the subprogramme lies with the Decolonization Unit, which will provide support to the Special Committee on the Situation with regard to the Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples as well as to the General Assembly. The issues related to decolonization are guided by the Charter, as well as by the principles of the Declaration on the Granting of Independence to Colonial Countries and Peoples contained in Assembly resolutions 1514 (XV) and 1541 (XV) and other relevant Assembly resolutions.

2.13 The Special Committee and the General Assembly will continue to examine the situation with regard to political, economic and social developments in all territories that have not yet exercised their right to self-determination and to seek suitable means to implement the Declaration in accordance with the Charter and relevant resolutions of the Assembly. The Committee will continue to improve cooperation with the administering Powers at all stages of the decolonization process. It will examine the views of the representatives of the Non-Self-Governing Territories. It will also organize its regional annual seminars in the Caribbean and the Pacific, as well as visiting missions to the Non-Self-Governing Territories. Moreover, the Committee will continue to enlist worldwide support for decolonization and formulate proposals with respect to the issues on its agenda and report thereon to the Assembly.

2.14 In support of the above-mentioned legislative bodies, especially the Special Committee, advice and substantive assistance will be provided to the Committee, including: in its deliberations on the situation in the remaining 16 Non-Self-Governing Territories at the annual sessions; during the preparation and conduct of its seminars held alternately in the Caribbean and the Pacific; during visiting missions; and in any other activity carried out to implement the mandated programme of work of the Committee. Assistance will also be provided in improving the Committee's cooperation with the administering Powers, maintaining contacts with the representatives of the Non-Self-Governing Territories and developing relations with the organizations and agencies of the United Nations system aimed at achieving further progress in decolonization and bringing a complete end to colonialism. Supportive actions will include closely following the developments in the Non-Self-Governing Territories, conducting research and preparing working papers, reports and analytical and briefing materials. In addition, in cooperation with the Department of Public Information, information material, including publications and audio and visual programmes related to decolonization, will be prepared and disseminated to a wide audience, with a view to increasing the awareness of the international community with regard to the decolonization issues as well as in mobilizing international support for the achievement of the complete eradication of colonialism.

Subprogramme 5 **Question of Palestine**

Objective of the Organization: To enable the Palestinian people to exercise their inalienable rights.

Expected accomplishments of the Secretariat	Indicators of achievement
Through the work of the Division for Palestinian Rights, the Committee on the Exercise of the Inalienable Rights of the Palestinian People will generate heightened international awareness of the question of Palestine, as well as international support for the rights of the Palestinian people and the peaceful settlement of the question of Palestine	(i) Sustained level of dialogue, engagement and support on the part of the international community for the programme's objectives (ii) Continued involvement of civil society organizations in support of the Committee's and United Nations efforts towards a comprehensive, just and lasting settlement of the question of Palestine (iii) Increased international awareness of the United Nations policies and activities on the question of Palestine as indicated by the growing number of documents of the United Nations Information System on the Question of Palestine, and relevant information materials on the "question of Palestine" website accessed by users worldwide

Strategy

2.15 Substantive responsibility for implementing the subprogramme is vested in the Division for Palestinian Rights. The question of Palestine was first considered by the

General Assembly in 1947. By its resolution 3376 (XXX) of 10 November 1975, the Assembly established the Committee on the Exercise of the Inalienable Rights of the Palestinian People. Substantive and secretariat support will be provided to the Committee in its deliberations and its annual programmes of work, which focus on promoting a comprehensive, just, and lasting settlement of the question of Palestine in accordance with all relevant United Nations resolutions, as well as the full and effective implementation of the Israeli-Palestinian agreements. A negotiated settlement is expected to resolve all outstanding issues. Supportive action by the United Nations will continue until all aspects of the question of Palestine are resolved in a satisfactory manner in accordance with international legitimacy. Assistance will also be provided to the Committee in mobilizing international support and assistance for the Palestinian people, including technical cooperation, such as an annual training programme for officials of the Palestinian Authority. Under the auspices of the Committee, thematic international meetings and conferences will be convened to increase awareness of the various aspects of the question of Palestine and to promote dialogue among the parties concerned, including Governments, intergovernmental organizations, entities of the United Nations system and civil society organizations, and concerted action in support of the inalienable rights of the Palestinian people. In addition, and for the same purposes, under the guidance of the Committee, informational materials and resources on the question of Palestine will be developed and updated, including publications, the United Nations Information System on the Question of Palestine and the United Nations website.

Subprogramme 6

Office of the United Nations Special Coordinator for the Middle East Peace Process

Objective of the Organization: To advance the Middle East peace process towards a comprehensive, just and lasting peace.

Expected accomplishments of the Secretariat

Indicators of achievement

(a) Participants will re-engage in taking parallel steps towards a lasting peace

(a) Increased frequency of negotiations between parties involved in the conflict

(b) Mobilization of resources for improving the socio-economic conditions of the Palestinian people

(b) The level of resources made available for improving the socio-economic conditions of the Palestinian people is maintained

(c) Coordinated response to the humanitarian needs of the Palestinian people

(c) The number of joint projects and activities carried out by United Nations system organizations

Strategy

2.16 The Office of the United Nations Special Coordinator for the Middle East Peace Process was established in accordance with resolution 48/213, in which the General Assembly requested the Secretary-General to ensure the coordinated work of the United Nations system for an adequate response to the needs of the Palestinian people and to mobilize financial, technical, and economic assistance, and with resolution 49/88, in which the Assembly welcomed the appointment of the Special Coordinator. The Special Coordinator serves as the United Nations focal point for the Middle East

peace process, including the socio-economic aspects of the peace process and related United Nations development assistance for Jordan, Lebanon, the Occupied Palestinian Territories and the Syrian Arab Republic.

2.17 The Special Coordinator, through exploration with relevant actors, will develop ways to support the Middle East peace process and provide a coordinated United Nations response to the humanitarian needs of the Palestinian people. This will include responding to requests from negotiating parties and Member States for assistance related to the diplomatic and socio-economic aspects of the peace process. The Special Coordinator will also develop and provide recommendations on diplomatic, legal, socio-economic and security issues as part of United Nations diplomatic input to the Middle East talks and related consultations, in close coordination with relevant United Nations agencies and programmes. The Special Coordinator will continue to play a leading role in both formal and informal coordination mechanisms and will provide political and humanitarian guidance and support to United Nations agencies and programmes. Greater focus will be given to the linkage between the political processes and the social and economic situation that underpins and strengthens these processes.

Subprogramme 7 Peacebuilding Support Office

Objective of the Organization: To assist post-conflict countries to live in sustained peace, in particular to enable the Governments of countries emerging from conflict to perform the basic functions of providing security and protecting and ensuring the safety of individuals and property, to promote economic growth and the rule of law, to restore basic services, to establish effective, democratic and functional institutions of Government and to avoid relapsing into conflict.

Expected accomplishments of the Secretariat	Indicators of achievement
(a) Efficient support of the work of the Peacebuilding Commission	(a) (i) Number of reports provided for the weekly meetings of the Chair and Vice-Chairs of the Commission (ii) Number of reports prepared for the country-specific meetings and the Organization Committee
(b) Effective mobilization and allocation of resources for the Peacebuilding Fund	(b) (i) Number of countries that have pledged and number of countries that have contributed to the Peacebuilding Fund (ii) Timely disbursement through projects of approved allocation
(c) Progress towards integrated peacebuilding strategies and improved coordination of peacebuilding activities with the United Nations system	(c) (i) Number of countries for which integrated peacebuilding strategies are developed (ii) Number of United Nations agencies participating in the development of integrated peacebuilding strategies for countries under consideration by the Peacebuilding Fund

Strategy

2.18 The Peacebuilding Support Office supports the work of the Peacebuilding Commission in all its substantive aspects, and oversees the operation of the Peacebuilding Fund.

2.19 The support provided by the Peacebuilding Support Office to the Commission include setting the overall calendar and workplan, preparing planning, management and advisory documentation, liaising with the field offices and Headquarters departments for the preparation of substantive documentation, preparing the substantive aspects of Commission meetings and participating in interdepartmental discussions on peacebuilding. Moreover, the Peacebuilding Support Office has the responsibility for planning and managing the field visits by members of the Peacebuilding Commission. The Office is also working with outside entities, donors and institutions on substantive peacebuilding-related events in order to ensure that the Commission receives appropriate advice and support from entities outside the United Nations system.

2.20 Moreover, the Office advises the Secretary-General on strategic peacebuilding options in post-conflict countries, including long-term perspectives, and reviews progress made towards the achievement of peacebuilding goals. The Office also advises the Secretary-General on the relationship between political, security, humanitarian and development initiatives linked to "definitive recovery". It performs a convening role to ensure that the United Nations system as a whole is responding in a coherent manner to peacebuilding efforts in countries emerging from conflict. This function requires extensive interaction with United Nations departments, agencies, funds and programmes in an effort to support the implementation of coherent peacebuilding strategies and a coordinated and coherent approach of the United Nations to peacebuilding. As a practical expression of this effort, the Peacebuilding Support Office convenes the Senior Policy Group on peacebuilding, which brings together representatives of relevant departments/offices at the level of Assistant Secretary-General and the Peacebuilding Contact Group at the working level. The Office also participates in various interdepartmental committees to ensure the full involvement of the operational arms of the United Nations, including the funds and programmes.

2.21 The addition of new countries to be considered by the Commission would result in the increased workload for the Peacebuilding Support Office, including preparing substantive inputs for meetings of the Commission; gathering and analysing information on new members under the consideration of the Commission, providing inputs to the planning process for peacebuilding activities; working with lead departments, United Nations field presences and others; and conducting best practices analysis and developing policy guidance, as appropriate.

2.22 The work of the Commission and the Office will be guided by the mandates given to it by the General Assembly and the Security Council in its resolutions 60/180 and 1645 (2005) respectively:

- (a) To propose integrated strategies for post-conflict peacebuilding and recovery;
- (b) To help to ensure predictable financing for early recovery activities and sustained investment over the medium to longer term;

(c) To extend the period of attention by the international community to post-conflict situations.

Subprogramme 8

United Nations Register of Damage Caused by the Construction of the Wall in the Occupied Palestinian Territory

Objective of the Organization: To establish and maintain a Register of Damage Caused by the Construction of the Wall in the Occupied Palestinian Territory in accordance with General Assembly resolution ES-10/17.

Expected accomplishments of the Secretariat	Indicators of achievement
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Progressive registration of damage claims and maintenance of the Register of Damage	(i) Number of affected natural and legal persons informed about the possibility of and requirements for filing a damage claim for registration (ii) Number of damage claims received and processed by the Office of the Register of Damage (iii) Number of damage claims registered by the Board based on established objective criteria defined in rules and regulations
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Strategy

2.23 The Office of the Register of Damage will remain active for the duration of the registration process. The establishment of the Register itself is a continuous process, which will most likely take several years, given the thousands of potential claims and the continued construction of the Wall, which may result in new damage claims. The Register of Damage will include both print and electronic versions of the claims, which will be safeguarded at the Office of the Register of Damage. The Office will be responsible for the administration of a community outreach programme to inform the Palestinian public about the possibility of and requirements for filing a damage claim for registration. To that end, the Office will, with the assistance of relevant experts, continue working with local focal points and carry out training and capacity-building. The Office of the Register of Damage will be responsible for maintaining the archive of the Register of Damage both in paper form and electronically.

Legislative mandates**Subprogramme 1****Prevention, control and resolution of conflicts**

Charter of the United Nations, in particular Article 99

General Assembly resolutions

47/120 A An Agenda for Peace: preventive diplomacy and related matters

47/120 B An Agenda for Peace

52/12 A and B Renewing the United Nations: a programme for reform

57/5 Elimination of unilateral extraterritorial coercive economic measures as a means of political and economic compulsion

57/26 Prevention and peaceful settlement of disputes

57/296 Causes of conflict and the promotion of durable peace and sustainable development in Africa

57/157 Cooperation between the United Nations and the Organization of American States

57/298 Cooperation between the United Nations and the Organization for Security and Cooperation in Europe

57/337 Prevention of armed conflict

59/310 Cooperation between the United Nations and the Economic Community of Central African States

60/1 2005 World Summit Outcome

60/4 Global Agenda for Dialogue among Civilizations

60/25 Observer status for the Latin American Integration Association in the General Assembly

60/26 Observer status for the Common Fund for Commodities in the General Assembly

60/27 Observer status for the Hague Conference on Private International Law in the General Assembly

60/28 Observer status for the Ibero-American Conference in the General Assembly

60/114 Question of Western Sahara

60/185 Unilateral economic measures as a means of political and economic coercion against developing countries

- 60/260 Investing in the United Nations: for a stronger Organization worldwide
- 60/283 Investing in the United Nations: for a stronger Organization worldwide: detailed report
- 60/285 The situation in the occupied territories of Azerbaijan
- 60/288 The United Nations Global Counter-Terrorism Strategy
- 61/4 Cooperation between the United Nations and the Black Sea Economic Cooperation Organization
- 61/5 Cooperation between the United Nations and the Asian-African Legal Consultative Organization
- 61/6 Cooperation between the United Nations and the Inter-Parliamentary Union
- 61/7 Cooperation between the United Nations and the International Organization of la Francophonie
- 61/12 Cooperation between the United Nations and the Economic Cooperation Organization
- 61/13 Cooperation between the United Nations and the Council of Europe
- 61/14 Cooperation between the United Nations and the League of Arab States
- 61/28 The role of diamonds in fuelling conflict: breaking the link between the illicit transaction of rough diamonds and armed conflict as a contribution to prevention and settlement of conflicts
- 61/40 Measures to eliminate international terrorism
- 61/42 Observer status for the OPEC Fund for International Development in the General Assembly
- 61/43 Observer status for the Indian Ocean Commission in the General Assembly
- 61/44 Observer status for the Association of Southeast Asian Nations in the General Assembly
- 61/46 Cooperation between the United Nations and the Association of Southeast Asian Nations
- 61/47 Cooperation between the United Nations and the Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization

- 61/48 Cooperation between the United Nations and the Pacific Islands Forum
- 61/49 Cooperation between the United Nations and the Organization of the Islamic Conference
- 61/50 Cooperation between the United Nations and the Caribbean Community
- 61/51 Cooperation between the United Nations and the Southern African Development Community
- 61/53 Maintenance of international security — good-neighbourliness, stability and development in South-Eastern Europe
- 61/101 Strengthening of security and cooperation in the Mediterranean region
- 61/223 Cooperation between the United Nations and the Community of Portuguese-speaking Countries
- 61/224 Cooperation between the United Nations and the Organization for the Prohibition of Chemical Weapons
- 61/230 Implementation of the recommendations contained in the report of the Secretary-General on the causes of conflict and promotion of durable peace and sustainable development in Africa
- 61/232 Situation of human rights in Myanmar
- 61/259 Observer status for the Islamic Development Bank Group in the General Assembly
- 61/269 High-level Dialogue on Interreligious and Intercultural Understanding and Cooperation for Peace
- 61/293 Prevention of armed conflict
- 61/294 Zone of peace and cooperation in the South Atlantic
- 61/296 Cooperation between the United Nations and the African Union
- 62/3 Necessity of ending the economic, commercial and financial embargo imposed by the United States of America against Cuba
- 62/7 Support by the United Nations system of the efforts of Governments to promote and consolidate new or restored democracies
- 62/79 Cooperation between the United Nations and the Eurasian Economic Community
- 62/83 Peaceful settlement of the question of Palestine
- 62/84 Jerusalem

- 62/85 **The Syrian Golan**
- 62/102 **Assistance to Palestine refugees**
- 62/105 **Palestine refugees' properties and their revenues**
- 62/179 **New Partnership for Africa's Development: progress in implementation and international support**
- 62/222 **Situation of human rights in Myanmar**

Security Council resolutions

- 1196 (1998) **Importance of strengthening the effectiveness of arms embargoes in Africa**
- 1197 (1998) **Support for regional and subregional initiatives on Africa and the strengthening of coordination between the United Nations and regional and subregional organizations in the area of conflict prevention and maintenance of peace**
- 1208 (1998) **Maintenance of the civilian and humanitarian character of refugee camps and settlements in Africa**
- 1209 (1998) **Stemming the illicit arms flows to and in Africa**
- 1318 (2000) **Declaration on ensuring an effective role for the Security Council in the maintenance of international peace and security, particularly in Africa**
- 1325 (2000) **Women, Peace and Security**
- 1366 (2001) **Prevention of armed conflict**
- 1612 (2005) **Children and armed conflict**
- 1631 (2005) **Cooperation with regional organizations in maintaining international peace and security**
- 1645 and 1646 (2005) **Post-conflict peacebuilding**
- 1673 (2006) **Non-proliferation of weapons of mass destruction**
- 1674 (2006) **Protection of civilians in armed conflict**
- 1699 (2006) **General issues related to sanctions**
- 1787 (2007) **Threats to international peace and security caused by terrorist acts**

Subprogramme 2

Electoral assistance

- 62/150 Strengthening the role of the United Nations in enhancing the effectiveness of the principle of periodic and genuine elections and the promotion of democratization

Subprogramme 3

Security Council Affairs

Charter of the United Nations, in particular Articles 1, 7, 12 (2), 15, 24, 28, 29, 30, 45, 46, 47 and 50

General Assembly resolutions

- 686 (VII) Ways and means for making the evidence of customary international law more readily available
- 62/69 Report of the Special Committee on the Charter of the United Nations and on the Strengthening of the Role of the Organization
- 62/225 Pattern of conferences

Security Council resolutions

Resolutions and decisions pertaining to the establishment and mandates of subsidiary organs created by the Council under the terms of Article 29 of the Charter of the United Nations, including resolutions 751 (1992), 1132 (1997), 1267 (1999), 1373 (2001), 1518 (2003), 1521 (2003), 1533 (2004), 1540 (2004), 1572 (2004), 1591 (2005) and 1636 (2005).

Subprogramme 4

Decolonization

General Assembly resolutions

- 1514 (XV) Declaration on the Granting of Independence to Colonial Countries and Peoples
- 1541 (XV) Principles which should guide Members in determining whether or not an obligation exists to transmit the information called for under Article 73 e of the Charter
- 1654 (XVI) The situation with regard to the implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples
- 2621 (XXV) Programme of action for the full implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples

- 58/316 Further measures for the revitalization of the work of the General Assembly (annex, sect. D, para. 4 (b), Question of the Falkland Islands (Malvinas))
- 60/120 Second International Decade for the Eradication of Colonialism
- 62/112 Information from Non-Self-Governing Territories transmitted under Article 73 *e* of the Charter of the United Nations
- 62/113 Economic and other activities which affect the interests of the peoples of the Non-Self-Governing Territories
- 62/114 Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples by the specialized agencies and the international institutions associated with the United Nations
- 62/115 Offers by Member States of study and training facilities for inhabitants of Non-Self-Governing Territories
- 62/116 Question of Western Sahara
- 62/117 Question of New Caledonia
- 62/118 Questions of American Samoa, Anguilla, Bermuda, the British Virgin Islands, the Cayman Islands, Guam, Montserrat, Pitcairn, Saint Helena, the Turks and Caicos Islands and the United States Virgin Islands
- A. General
- B. Individual Territories
- 62/119 Dissemination of information on decolonization
- 62/120 Implementation of the Declaration on the Granting of Independence to Colonial Countries and Peoples
- 62/121 Question of Tokelau

General Assembly decision

- 62/523 Observer status for the Cooperation Council for the Arab States of the Gulf in the General Assembly

Subprogramme 5
Question of Palestine

General Assembly resolutions

- 3376 (XXX) Question of Palestine
- 32/40 B Question of Palestine

- 34/65 D Question of Palestine
- 38/58 B Question of Palestine
- 46/74 B Question of Palestine
- 62/80 Committee on the Exercise of the Inalienable Rights of the Palestinian People
- 62/81 Division for Palestinian Rights of the Secretariat

Subprogramme 6

Office of the United Nations Special Coordinator for the Middle East Peace Process

General Assembly resolutions

- 49/88 Middle East peace process
- 62/93 Assistance to the Palestinian people

Subprogramme 7

Peacebuilding Support Office

General Assembly resolutions

- 60/180 The Peacebuilding Commission
- 60/261 Election of seven members of the Organizational Committee of the Peacebuilding Commission
- 60/287 The Peacebuilding Fund

Security Council resolutions

- 1645 (2005) Post-conflict peacebuilding

Subprogramme 8

United Nations Register of Damage Caused by the Construction of the Wall in the Occupied Palestinian Territory

General Assembly resolutions

- ES-10/17 Establishment of the United Nations Register of Damage caused by the Construction of the Wall in the Occupied Palestinian Territory: resolution



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Programme planning

Proposed strategic framework for the period 2010-2011

Part two: biennial programme plan

Programme 3

Disarmament

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* A/63/50, on Disarmament and its subsidiary bodies, review conferences and other measures of parties to multilateral disarmament agreements, as well as to export



Overall orientation

3.1 General and complete disarmament under strict and effective international control remains the ultimate goal of all efforts exerted in the field of disarmament. The main responsibilities for disarmament lie with Member States. The United Nations, in accordance with its Charter, has a central role and primary responsibility in supporting Member States in this area.

3.2 The mandate for the programme derives from the priorities established in relevant General Assembly resolutions and decisions in the field of disarmament, including the Final Document of the Tenth Special Session of the General Assembly, the first special session devoted to disarmament (resolution S-10/2). The programme is also guided by the United Nations Millennium Declaration (resolution 55/2) and takes into account other relevant resolutions of the United Nations. Weapons of mass destruction, in particular nuclear weapons, continue to be of primary concern to the Organization. Conventional weapons, especially small arms, light weapons and landmines, have received increased attention from the international community in view of the havoc that such weapons are inflicting on peoples' daily lives, in particular in conflict-ridden regions.

3.3 Within the Secretariat, substantive responsibility for the programme is vested in the Office for Disarmament Affairs. The Office's strategy in meeting the programme's objectives is designed around five subprogrammes and is based on its role in and responsibility for facilitating and encouraging, as appropriate, disarmament and non-proliferation measures at all levels. The Office will continue to assist Member States in promoting, strengthening and consolidating multilaterally negotiated principles and norms in all areas of disarmament and non-proliferation in all its aspects. It will support efforts of Member States in the areas of disarmament and non-proliferation in all its aspects in order to help maintain international peace and security and contribute to global efforts against terrorism. In order to do so effectively, the Office will enhance its capacity/capability for more in-depth analysis as well as monitoring of developments and to provide Member States with timely and practical advice as requested. It will continue to assist Member States in their efforts aimed at preventing the excessive accumulation and proliferation of conventional weapons, including efforts aimed at regulating the international arms trade. Moreover, the Office will facilitate and promote efforts for further implementation of the Programme of Action adopted at the United Nations Conference on the Illicit Trade in Small Arms and Light Weapons in All Its Aspects, as well as practical disarmament measures. It will promote transparency, based on the principle of undiminished security for all, and confidence-building measures in the field of disarmament. Through its regional centres for peace and disarmament, the Office will assist Member States in promoting regional approaches to disarmament, non-proliferation in all its aspects and regional and international peace and security. It will also continue to contribute to efforts to enhance disarmament expertise in Member States, in particular in developing countries.

3.4 The Office will seek to achieve the objectives of the programme by facilitating the process of multilateral deliberation and negotiation. This will include providing substantive organizational support to the First Committee, the Disarmament Commission and other subsidiary bodies of the General Assembly, the Conference on Disarmament and its subsidiary bodies, review conferences and other meetings of parties to multilateral disarmament agreements, as well as to expert groups

mandated by the General Assembly. This will also include monitoring and assessing current and future trends in the field of disarmament, non-proliferation in all its aspects and international security.

3.5 The Office will continue to be a source of impartial and factual information on disarmament and security-related matters for Member States, organizations of the United Nations system, intergovernmental and regional organizations and non-governmental organizations, and will expand its educational outreach programmes. Training and advisory services will continue to be provided, through the United Nations Disarmament Fellowship, Training and Advisory Services Programme and the United Nations Institute for Disarmament Research, to Member States, in particular developing countries, to enable them to enhance their expertise in disarmament, so that they may participate more effectively in international deliberating and negotiating forums. The Office will also assist Member States in increasing understanding of the relationship between disarmament and development.

3.6 Gender mainstreaming will continue to be an integral part of the activities of the programme through the implementation of a gender plan of action aimed at raising awareness and increasing commitment to and capacity for gender mainstreaming in disarmament affairs.

Subprogramme 1

Multilateral negotiations on arms limitation and disarmament

Objective of the Organization: to support multilateral negotiations and deliberations on agreements on arms limitation and disarmament, including non-proliferation in all its aspects, and provide support as required by States parties to the existing multilateral arms limitation and disarmament agreements in those areas

Expected accomplishments of the Secretariat	Indicators of achievement
(a) Effective support to negotiations in the Conference on Disarmament and in conferences and meetings of States parties to various multilateral disarmament and non-proliferation agreements at the substantive, procedural and organizational levels	(a) (i) Increased acknowledgments by presidents and chairpersons of subsidiary bodies and by Member and Observer States of the Conference on Disarmament of the effectiveness of substantive and procedural support and the efficiency of organizational services (ii) Increased acknowledgments by chairpersons of conferences and meetings of States parties as well as individual States parties and other participants to those events of the effectiveness of substantive and procedural support and the efficiency of organizational services
(b) Effective support to timely implementation of decisions, recommendations and programmes of action adopted by conferences and meetings of States parties to	(b) (i) Increased reporting by States parties on their steps to implement treaty obligations, decisions, recommendations and programmes of action

various multilateral disarmament and non-proliferation agreements

(ii) Increased provision of information by States parties for populating the databases mandated under multilateral disarmament agreements

(iii) The number of visits and average time of user sessions to online information sources, in particular to the web pages maintained by the Branch

(c) Enhanced expertise of Member States in the field of disarmament and non-proliferation through the United Nations Disarmament Fellowship, Training and Advisory Services Programme, as well as improved gender balance in the participation in the Programme

(c) (i) Increased percentage of Member States interested in the United Nations Disarmament Fellowship, Training and Advisory Services Programme

(ii) Increased number of alumni of the United Nations Disarmament Fellowship, Training and Advisory Services Programme in the United Nations bodies, meetings and conferences dealing with disarmament and non-proliferation

(iii) Increased percentage of female participants in the United Nations Disarmament Fellowship, Training and Advisory Services Programme

Strategy

3.7 The subprogramme is implemented by the Conference on Disarmament Secretariat and Conference Support Branch at the United Nations Office at Geneva. The objective of the subprogramme will be pursued by:

(a) Providing substantive and organizational support, including sound advice on historical background, procedures and practices, to the Conference on Disarmament and to conferences and meetings of States parties to various multilateral arms-limitation, disarmament and non-proliferation agreements;

(b) Assisting Member States in consensus-building by providing timely and comprehensive information, including political analyses and policy and procedural options;

(c) Supporting the implementation of treaty obligations, as well as decisions, recommendations and programmes of action adopted by the conferences and meetings of States parties to various multilateral arms-limitation, disarmament and non-proliferation agreements;

(d) Providing specialized training in the field of arms limitation and disarmament, including non-proliferation in all its aspects, to Member States, in particular developing countries, through the United Nations Disarmament Fellowship, Training and Advisory Services Programme, and promoting gender-balanced participation in the Programme;

(e) Monitoring and assessing trends in arms limitation, disarmament and non-proliferation in all its aspects, to provide Member States and international and non-governmental organizations participating in United Nations disarmament-related conferences and meetings with timely and accurate information;

(f) Assisting Member States in capacity-building through substantive support to various disarmament-related activities, including workshops, seminars, ad hoc presentations and advisory services.

Subprogramme 2

Weapons of mass destruction

Objective of the Organization: to provide enhanced substantive support to the efforts for disarmament and non-proliferation in all its aspects, in particular nuclear weapons, and to prevent and combat terrorism involving weapons of mass destruction as well as to assist Member States, at their request, in supporting instruments and agreements related to weapons of mass destruction

Expected accomplishments of the Secretariat	Indicators of achievement
(a) Effective and enhanced facilitation of the process of negotiations, deliberations and consensus-building on disarmament issues including non-proliferation in all its aspects, and issues of universality relating to weapons of mass destruction, in particular nuclear weapons and delivery systems, by Member States and States parties at their request	(a) (i) Degree of satisfaction with the quality and timeliness of organizational and substantive services provided (ii) Increased number of requests for expertise to support negotiations, deliberations, consensus-building and implementation efforts
(b) Enhanced knowledge and understanding of and ability to respond to the increasing demands of new challenges on specific issues in disarmament and non-proliferation in all its aspects as they relate to weapons of mass destruction, in particular nuclear weapons and terrorism	(b) (i) Increased number of requests to the Branch for assistance and substantive input and advice on issues related to the work of the Branch (ii) Increased number of visits (page views) to the Branch's web pages
(c) Enhanced multilateral cooperation in the area of disarmament and non-proliferation in all its aspects, within existing mandates, as a contribution to the maintenance of international peace and security and the global efforts against terrorism	(c) The number of requests from Member States and international and regional organizations for the provision of support at events/seminars aimed at enhancing capacity and assistance in their implementation of obligations relating to disarmament and non-proliferation of weapons of mass destruction and their means of delivery

Strategy

3.8 The subprogramme is implemented by the Weapons of Mass Destruction Branch. The objective of the subprogramme will be pursued by:

(a) Assisting and supporting Member States in their negotiations, deliberations and consensus-building in the area of weapons of mass destruction, in particular nuclear weapons, and on their means of delivery, as well as assisting Member States, at their request, in their endeavours in the area of disarmament, non-proliferation and universalization of multilateral agreements, including global efforts against terrorism;

(b) Assisting and supporting States parties and other interested States, at their request, in their efforts to achieve the full implementation and universalization of multilateral agreements related to weapons of mass destruction, in particular nuclear weapons;

(c) Enhancing cooperation in accordance with existing arrangements with the International Atomic Energy Agency, the Organization for the Prohibition of Chemical Weapons and the Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, as well as expanding interaction with civil society, in particular research and academic institutions and non-governmental organizations working in the area of weapons of mass destruction and the delivery system;

(d) Monitoring and assessing of current and future trends in the area of weapons of mass destruction with a view to achieving enhanced capacity to provide timely and accurate information and analysis;

(e) Participating in international seminars and workshops in response to rising demand from Member States and international and regional organizations;

(f) Providing more timely and comprehensive analysis and policy options on a wide range of current and emerging disarmament issues in order to build consensus.

Subprogramme 3**Conventional arms (including practical disarmament measures)**

Objective of the Organization: to promote greater mutual confidence among Member States in the field of conventional arms and to address the destabilizing and excessive accumulation of and illicit trafficking in and manufacture of small arms and light weapons

Expected accomplishments of the Secretariat	Indicators of achievement
(a) Sustained international action to prevent the excessive accumulation and proliferation of conventional weapons, including small arms and light weapons	(a) The number of actions undertaken at the global, regional and national levels
(b) Sustained participation of Member States in United Nations instruments on confidence-building measures in military and security	(b) (i) The number of States participating in the United Nations Register of Conventional Arms

matters and further development of the scope of such instruments

(ii) The number of States providing additional background information on military holdings, procurement through national production and transfers of small arms and light weapons, pending further development of the Register by Member States

(iii) The number of States participating in the United Nations standardized instrument for reporting military expenditures

(c) Sustained international cooperation and assistance in promoting practical confidence-building measures in the field of conventional weapons

(c) The number of initiatives undertaken at the global, regional and national levels to achieve confidence-building measures in the field of conventional weapons

Strategy

3.9 The subprogramme is implemented by the Conventional Arms Branch. The objective of the subprogramme will be pursued by:

(a) Promoting and supporting the implementation of the United Nations Programme of Action to Prevent, Combat and Eradicate the Illicit Trade in Small Arms and Light Weapons in All Its Aspects;

(b) Promoting and supporting the implementation of the International Instrument to Enable States to Identify and Trace, in a Timely and Reliable Manner, Illicit Small Arms and Light Weapons;

(c) Facilitating the process of deliberation, negotiation and consensus-building in the field of conventional weapons;

(d) Supporting efforts of the United Nations system to address the challenges posed by the illicit trade in small arms and light weapons by enhancing the effectiveness of the Coordinating Action on Small Arms mechanism;

(e) Promoting and supporting United Nations efforts to establish common international standards for the import, export and transfer of conventional arms;

(f) Supporting United Nations efforts to enhance cooperation with regard to the issue of conventional ammunition stockpiles in surplus;

(g) Promoting and supporting practical confidence-building measures in the field of conventional weapons;

(h) Promoting and supporting the United Nations Standardized Instrument for Reporting Military Expenditures;

(i) Promoting and supporting the continued operation and further development of the United Nations Register of Conventional Arms and facilitating progress towards universal participation;

(j) Identifying emerging issues and challenges in the field of conventional weapons and analysing their impact on international peace and security;

- (k) Analysing and assessing trends and developments related to global military expenditures and the arms trade.

Subprogramme 4 **Information and outreach**

Objective of the Organization: to provide Member States and the public with objective, impartial and up-to-date information on disarmament activities

Expected accomplishments of the Secretariat	Indicators of achievement
(a) Increased utilization and improved access to information materials of the Office for Disarmament Affairs	(a) (i) The record of opinions expressed by end-users on the usefulness and relevance of informational materials (ii) The number of visits, page views and average time of user sessions on the website of the Office for Disarmament Affairs (iii) Increased number of participant hours in briefings given on disarmament
(b) Better preparedness of States to undertake multilateral deliberations and negotiations in the field of disarmament	(b) (i) Increased delivery of factual and objective information to Member States through electronic means regarding various aspects of disarmament (ii) Increased number of responses from Member States to notes circulated by the Office for Disarmament Affairs inviting them to communicate their views on the issues outlined or information requested in relevant General Assembly resolutions
(c) Implementation of the recommendations of the 2002 United Nations study on disarmament and non-proliferation education	(c) The number of activities at the national, regional and global levels implementing the recommendations of the 2002 United Nations study on disarmament and non-proliferation education

Strategy

3.10 The subprogramme is implemented by the Information and Outreach Branch. The objective of the subprogramme will be pursued by:

(a) Continuing to carry out information and outreach activities in cooperation with other relevant departments within the United Nations Secretariat, notably the Department of Public Information;

(b) Enhancing the work of the Secretary-General's Advisory Board on Disarmament Matters through periodic reviews of working methods and composition;

(c) Promoting implementation of the recommendations of the 2002 United Nations study on disarmament and non-proliferation education in cooperation with or by relevant United Nations offices, disarmament-related international organizations, regional organizations as well as with civil society organizations, especially non-governmental and academic organizations;

(d) Increasing collaboration with the United Nations Institute for Disarmament Research, including in connection with the work of groups of governmental experts established by the Secretary-General pursuant to resolutions of the General Assembly;

(e) Increasingly exploiting the electronic medium for dissemination and exchange of information, in particular by developing specialized web pages for end-users, including delegations, representatives of intergovernmental organizations and institutions, specialized agencies of the United Nations system, researchers and educators, civil society, especially representatives of non-governmental organizations, the media, and the general public;

(f) Facilitating participation of civil society, especially non-governmental organizations, in disarmament-related conferences and meetings in accordance with established rules of procedure, including access to meetings, documentation, organization of oral presentations, holding of special events and mounting of exhibits.

Subprogramme 5 Regional disarmament

Objective of the Organization: to promote and enhance international efforts towards global disarmament and international peace and security through the support and promotion of regional disarmament efforts and initiatives using approaches freely arrived at among the States of the region and taking into account the legitimate requirements of States for self-defence and the specific characteristics of each region

Expected accomplishments of the Secretariat	Indicators of achievement
(a) Increased opportunities for regional cooperation, coordination and collaboration among States and regional and subregional organizations in matters related to disarmament, non-proliferation in all its aspects and regional and international peace and security	(a) The number of activities (regional consultations, regional symposiums, capacity-building workshops/training activities, publications, advocacy and outreach activities related to universalization of treaties and full implementation of resolutions) undertaken at the national, subregional and regional levels
(b) Greater cooperation, within each region and subregion, between the Office for Disarmament Affairs and States and international, regional and subregional organizations, in the areas of disarmament and non-proliferation in all its aspects as well as regional and international peace and security	(b) (i) The number of national, regional and subregional entities participating in events organized by the Regional Disarmament Branch (ii) The number of collaborative measures implemented by regional, subregional and national entities in partnership with the Office for Disarmament Affairs

(c) Enhanced capacity of national, subregional and regional entities to implement measures related to disarmament and non-proliferation in all its aspects as well as regional and international peace and security measures

(c) The number of actions taken by national, subregional and regional entities to implement measures related to disarmament, non-proliferation in all its aspects and regional and international peace and security measures

Strategy

3.11 The subprogramme is implemented by the Regional Disarmament Branch, comprising the Regional Activities Unit, the Regional Centre for Peace and Disarmament in Africa, the Regional Centre for Peace and Disarmament in Asia and the Pacific and the Regional Centre for Peace, Disarmament and Development in Latin America and the Caribbean. The objective of the subprogramme will be pursued by:

(a) Promoting regional cooperation among States and regional and subregional organizations in matters related to disarmament, non-proliferation in all its aspects and regional and international peace and security;

(b) Promoting understanding of regional and subregional disarmament;

(c) Providing advice, information and assistance to Member States, at their request, as well as to regional organizations and arrangements and non-governmental organizations;

(d) Supporting national, regional and subregional implementation of existing multilateral instruments and resolutions on disarmament and non-proliferation in all its aspects;

(e) Undertaking advocacy in all areas of disarmament at the regional and subregional levels;

(f) Supporting the capacity-building of national, subregional and regional entities in the implementation of disarmament, non-proliferation in all its aspects and regional and international peace and security measures through hands-on assistance to entities at their request.

Legislative mandates

General Assembly resolutions

S-10/2 Final Document of the Tenth Special Session of the General Assembly

38/183 O Advisory Board on Disarmament Studies

42/37 C Measures to uphold the authority of the 1925 Geneva Protocol and to support the conclusion of a chemical weapons convention

42/38 C Notification of nuclear tests

44/116 O Review Conference of the Parties to the Treaty on the Prohibition of the Emplacement of Nuclear Weapons and Other Weapons of Mass Destruction on the Sea-Bed and the Ocean Floor and in the Subsoil Thereof

- 47/54 G **Review of the implementation of the recommendations and decisions adopted by the General Assembly at its tenth special session**
- 58/50 **Reduction of non-strategic nuclear weapons**
- 59/67 **Missiles**
- 59/81 **The Conference on Disarmament decision (CD/1547) of 11 August 1998 to establish, under item 1 of its agenda entitled "Cessation of the nuclear arms race and nuclear disarmament", an ad hoc committee to negotiate, on the basis of the report of the Special Coordinator (CD/1299) and the mandate contained therein, a non-discriminatory, multilateral and internationally and effectively verifiable treaty banning the production of fissile material for nuclear weapons or other nuclear explosive devices**
- 59/95 **Improving the effectiveness of the methods of work of the First Committee**
- 60/46 **Prohibition of the development and manufacture of new types of weapons of mass destruction and new systems of such weapons: report of the Conference on Disarmament**
- 60/50 **Consolidation of the regime established by the Treaty for the Prohibition of Nuclear Weapons in Latin America and the Caribbean (Treaty of Tlatelolco)**
- 60/55 **Compliance with non-proliferation, arms limitation and disarmament agreements**
- 60/62 **The Hague Code of Conduct against Ballistic Missile Proliferation**
- 60/66 **Transparency and confidence-building measures in outer space activities**
- 60/68 **Addressing the negative humanitarian and development impact of the illicit manufacture, transfer and circulation of small arms and light weapons and their excessive accumulation**
- 60/73 **Preventing the risk of radiological terrorism**
- 60/89 **Twenty-fifth anniversary of the United Nations Institute for Disarmament Research**
- 60/288 **The United Nations Global Counter-Terrorism Strategy**
- 61/47 **Cooperation between the United Nations and the Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization**
- 61/53 **Maintenance of international security — good-neighbourliness, stability and development in South-Eastern Europe**
- 61/55 **Role of science and technology in the context of international security and disarmament**
- 61/59 **Missiles**
- 61/61 **Measures to uphold the authority of the 1925 Geneva Protocol**
- 61/67 **Declaration of a fourth disarmament decade**

- 61/70 2010 Review Conference of the Parties to the Treaty on the Non-Proliferation of Nuclear Weapons and its Preparatory Committee
- 61/72 Problems arising from the accumulation of conventional ammunition stockpiles in surplus
- 61/73 United Nations study on disarmament and non-proliferation education
- 61/76 Consolidation of peace through practical disarmament measures
- 61/77 Transparency in armaments
- 61/79 Information on confidence-building measures in the field of conventional arms
- 61/87 Mongolia's international security and nuclear-weapon-free status
- 61/88 Establishment of a nuclear-weapon-free zone in Central Asia
- 61/89 Towards an arms trade treaty: establishing common international standards for the import, export and transfer of conventional arms
- 61/91 United Nations disarmament fellowship, training and advisory services
- 61/95 United Nations Disarmament Information Programme
- 61/102 Convention on the Prohibition of the Development, Production and Stockpiling of Bacteriological (Biological) and Toxin Weapons and on Their Destruction
- 61/224 Cooperation between the United Nations and the Organization for the Prohibition of Chemical Weapons
- 61/257 Strengthening of the capacity of the Organization to advance the disarmament agenda
- 62/13 Objective information on military matters, including transparency of military expenditures
- 62/14 Implementation of the Declaration of the Indian Ocean as a Zone of Peace
- 62/15 African Nuclear-Weapon-Free-Zone Treaty
- 62/16 Consolidation of the regime established by the Treaty for the Prohibition of Nuclear Weapons in Latin America and the Caribbean (Treaty of Tlatelolco)
- 62/17 Developments in the field of information and telecommunications in the context of international security
- 62/18 Establishment of a nuclear-weapon-free zone in the region of the Middle East
- 62/19 Conclusion of effective international arrangements to assure non-nuclear-weapon States against the use or threat of use of nuclear weapons
- 62/20 Prevention of an arms race in outer space
- 62/21 Verification in all its aspects, including the role of the United Nations in the field of verification

- 62/22 Assistance to States for curbing the illicit traffic in small arms and light weapons and collecting them
- 62/23 Implementation of the Convention on the Prohibition of the Development, Production, Stockpiling and Use of Chemical Weapons and on Their Destruction
- 62/24 Follow-up to nuclear disarmament obligations agreed to at the 1995 and 2000 Review Conferences of the Parties to the Treaty on the Non-Proliferation of Nuclear Weapons
- 62/25 Towards a nuclear-weapon-free world: accelerating the implementation of nuclear disarmament commitments
- 62/26 National legislation on transfer of arms, military equipment and dual-use goods and technology
- 62/27 Promotion of multilateralism in the area of disarmament and non-proliferation
- 62/28 Observance of environmental norms in the drafting and implementation of agreements on disarmament and arms control
- 62/29 Convening of the fourth special session of the General Assembly devoted to disarmament
- 62/30 Effects of the use of armaments and ammunitions containing depleted uranium
- 62/31 Treaty on the South-East Asia Nuclear-Weapon-Free Zone (Bangkok Treaty)
- 62/32 Reducing nuclear danger
- 62/33 Measures to prevent terrorists from acquiring weapons of mass destruction
- 62/34 Prohibition of the dumping of radioactive wastes
- 62/35 Nuclear-weapon-free southern hemisphere and adjacent areas
- 62/36 Decreasing the operational readiness of nuclear weapon systems
- 62/37 Renewed determination towards the total elimination of nuclear weapons
- 62/38 Regional disarmament
- 62/39 Follow-up to the advisory opinion of the International Court of Justice on the *Legality of the Threat or Use of Nuclear Weapons*
- 62/40 Prevention of the illicit transfer and unauthorized access to and use of man-portable air defence systems
- 62/41 Implementation of the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-personnel Mines and on Their Destruction
- 62/42 Nuclear disarmament
- 62/43 Transparency and confidence-building measures in outer space activities

- 62/44 Conventional arms control at the regional and subregional levels
- 62/45 Confidence-building measures in the regional and subregional context
- 62/46 Preventing the acquisition by terrorists of radioactive materials and sources
- 62/47 The illicit trade in small arms and light weapons in all its aspects
- 62/48 Relationship between disarmament and development
- 62/49 United Nations Regional Centre for Peace, Disarmament and Development in Latin America and the Caribbean
- 62/50 United Nations regional centres for peace and disarmament
- 62/51 Convention on the Prohibition of the Use of Nuclear Weapons
- 62/52 United Nations Regional Centre for Peace and Disarmament in Asia and the Pacific
- 62/53 Regional confidence-building measures: activities of the United Nations Standing Advisory Committee on Security Questions in Central Africa
- 62/54 Report of the Disarmament Commission
- 62/55 Report of the Conference on Disarmament
- 62/56 The risk of nuclear proliferation in the Middle East
- 62/57 Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects
- 62/58 Strengthening of security and cooperation in the Mediterranean region
- 62/59 Comprehensive Nuclear-Test-Ban Treaty
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- 62/216 United Nations Regional Centre for Peace and Disarmament in Africa

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- 54/418 Advisory Board on Disarmament Matters
- 60/519 International instrument to enable States to identify and trace, in a timely and reliable manner, illicit small arms and light weapons
- 62/512 Review of the implementation of the Declaration on the Strengthening of International Security
- 62/513 United Nations conference to identify ways of eliminating nuclear dangers in the context of nuclear disarmament
- 62/514 Missiles

Security Council resolutions

- 1325 (2000) **Women and peace and security**
 - 1540 (2004) **Non-proliferation of weapons of mass destruction**
 - 1673 (2006) **Extended mandate for the Security Council Committee established pursuant to resolution 1540 (2004), on non-proliferation of weapons of mass destruction**
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